

AGENDA
LIBERTY TOWNSHIP MEETING

3 August 2023
7:00 PM

Municipal Building
349 Mountain Lake Road
Great Meadows, NJ 07838

Sunshine Notice
Flag Salute
Roll Call

Reports:

- New Jersey State Police
- Governing Body/Mayor
- Great Meadows Regional Board of Education
- Municipal Committees
 - Environmental Commission
 - Recreation Commission

Adoption of Agenda

Adoption of Minutes and executive session of 6 July 2023
Adoption of Minutes of 18 July 2023

Unfinished Business

- NJDEP Bureau of Safe Drinking Water Bureau Level 2 Assessment
- Liberty Township Tax Title Liens
- Municipal Land Use Law – Climate Change Resilience Strategy
- Liberty Lake Dam
- Cyber JIF’s Risk Management Program – Cyber Incident Response Plan
- Tennis Court Improvements
- Colonial Baseball Organization for Use of Facilities

New Business

- Free Union Road – NJDOT Grant – Phase 4 Bids
- PAIC 2024 Employment Practices Risk Control Program
- PAIC 2024 Renewal Application
- Employee Applications (Zoning Officer, Planner, LandUse Secretary, Part Time DPW)

Resolutions

- Tax Lien Refund
- ABC Renewal – Bidjev Enterprises Inc

Adoption of Bill List

Public Comment
Executive Session

Adjournment

A regularly scheduled meeting of the Township of Liberty was held in the Municipal Building, 349 Mountain Lake Road, Great Meadows on 3 August 2023. The meeting was opened by Mayor John Inscho with Adequate Notice of Meeting and the Pledge of Allegiance at 7:10 p.m.

Present: Mayor John Inscho; Deputy Mayor Daniel Grover; David Rogers, and Wayne Spangenberg

Absent: Peter Karcher

Also, Present: Richard Wenner, Municipal Attorney; and, Diane M Pflugfelder, Municipal Clerk/Administrator

REPORTS

ENVIRONMENTAL

A pre-printed report was received from the Environmental Commission for July 2023 and placed on file.

- * Failure of Solitude to perform contract herbicide treatment at the beach.
- * Request to be removed as administrators for budgeting and administration of herbicide treatment and weed harvesting.
- * Program of weed removal at beach in July 2023
- * Goal to phase out cesspools that are still in use within Liberty Township upon transfer of home ownership by enacting an ordinance that tightens up the state law and certain exceptions listed

RECREATION

A pre-printed report was received from the Recreation Commission for July 2023 and placed on file.

MUNICIPAL TAX COLLECTOR

A pre-printed report was received from the Municipal Tax Collector for July 2023 and placed on file

COMMITTEEPERSON ROGERS

Mr. Rogers reported that the Mountain Lake Community Association received a \$80,000 grant. The grant will be used to contract with Princeton Hydro for the creation of a Lake Management Plan. Volunteers continue to collect bi-weekly samples monitoring HAB at an estimated in-kind value of \$20,000.

COMMITTEEPERSON GROVER

Mr. Grover stated that the LandUse Board has finalized a climate change resilience strategy and continues to update the Master Plan. The LandUse Board is working on a soils Ordinance for consideration in 2023

MAYOR INSCHO

Mayor Inscho thanked Wayne Spangenberg, Pete Karcher, the DPW and Mountain Lake Fire Company for their assistance during the 14 July Weather Event with flooding and pumping. Mayor announced the employment of two new DPW staff members.

Mr. Karcher arrived at 7:28 pm

ADOPTION OF MINUTES

A motion by Wayne Spangenberg to adopt the meeting minutes and executive session of 6 July 2023 carried.
A motion by Wayne Spangenberg to adopt the emergency meeting minutes of 18 July 2023 carried.

UNFINISHED BUSINESS

NJDEP BUREAU OF SAFE DRINKING WATER BUREAU LEVEL 2 ASSESSMENT.

Mayor Inscho reported that the Level 2 Assessment is in progress.

LIBERTY TOWNSHIP TAX TITLE LIENS

Attorney Wenner stated that all was in order. The sale will be conducted in September with a consideration of award at the 5 October meeting of the Governing Body.

MUNICIPAL LAND USE LAW – CLIMATE CHANGE RESILIENCE STRATEGY

Dan Grover reported earlier in the meeting that the LandUse Board had finalized a climate change resilience strategy.

LIBERTY LAKE DAM

Mayor Inscho stated that decommission of the dam is in progress

CYBER JIF'S RISK MANAGEMENT PROGRAM – CYBER INCIDENT RESPONSE PLAN

Municipal Clerk/Administrator Diane M Pflugfelder is working with the JIF/PAIC staff to create a Liberty Township Cyber Incident Response Plan

TENNIS COURT IMPROVEMENTS

Mayor Inscho stated that tennis court improvements are in progress

COLONIAL BASEBALL ORGANIZATION FOR USE OF FACILITIES

A copy of the 2023 Agreement between the Great Meadows Regional Board of Education and Colonial Baseball was received for review and consideration for Free Union Fields in 2024

NEW BUSINESS

FREE UNION ROAD – NJDOT GRANT – PHASE 4 BIDS

A motion by Dan Grover authorizing publication for Free Union Road Phase 4 on 10 August 2023 in the Liberty Township official newspaper, Express Times, carried. Bids are to be opened on 23 August 2023 at 10:00 am at the Liberty Township Municipal Building, 349 Mountain Lake Road, Great Meadows, NJ with the potential consideration to award on 7 September 2023.

PAIC 2024 EMPLOYMENT PRACTICES RISK CONTROL PROGRAM

Attorney Wenner stated that he was reviewing the Employment Practices Risk Control Program and would be prepared to respond at the September meeting.

PAIC 2024 RENEWAL APPLICATION

Municipal Clerk/Administrator Diane M Pflugfelder is working with the JIF/PAIC staff to complete the 2024 renewal application

EMPLOYEE APPLICATIONS

A motion by Mayor Inscho to adopt the following Resolution carried.

RESOLUTION #2023.065
SALARY

WHEREAS, Salary Ordinance #2022.002 established the salaries/wages, and compensation for certain employees of the Township of Liberty, Warren County.

BE IT RESOLVED, By the Township Committee of the Township of Liberty, Warren County that the following named employee(s) shall be compensated for the year 2022 in the amounts designated below. All salaries are retroactive to 1 January 2022 unless otherwise noted:

| <u>NAME</u> | <u>POSITION</u> | <u>SALARY</u> |
|---------------|----------------------|--|
| George Boesze | Zoning Code Official | 10,500.00* Effective 16 August 2023 |

Vote: aye - Spangenberg
aye - Karcher
aye - Rogers
aye - Grover
aye - Inscho

John Inscho,
Mayor

A motion by Mayor Inscho to adopt the following Resolution carried.

RESOLUTION #2023.066
ANNUAL PROFESSIONAL SERVICES

WHEREAS, the Township of Liberty has a need to acquire professional services as non-fair and open contracts pursuant to the provisions of NJSA 19:44A-20.4 to 20.5; and

WHEREAS, the CFO has determined and certified in writing that the value of the acquisition of each service will or may exceed \$17,500; and

WHEREAS, the anticipated term of these contracts is one year (and may be extended as approved by this governing body); and

WHEREAS, the following Professional Services shall complete and submit a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a political or candidate committee in the Township of Liberty in the previous one year, and that the contract will prohibit the Professional Service from making any political contributions through the term of the contract; and

WHEREAS, sufficient funds are available in the 2023 Temporary Budget and will be made available in the 2023 Municipal Budget for the Township of Liberty as required in NJAC 5:30-5.4

BE IT RESOLVED That the Governing Body of the Township of Liberty, County of Warren, and State of New Jersey authorizes the Mayor of Liberty Township to enter into a contract with the following Professional Services to provide professional services from 1 January 2023 through 31 December 2023:

Donna Holmqvist, AICP/PP, Preferred Planning Group LLC, Montvale, NJ at the rate of \$110/hour.

Vote: aye - Grover
aye - Karcher
aye - Rogers
aye - Spangenberg
aye - Inscho

John Inscho,
Mayor

RESOLUTIONS

A motion by Dan Grover to adopt the following Resolution carried.

RESOLUTION #2023.067
TAX LIEN REFUND

WHEREAS, the Tax Collector recommends to the Governing Body that the necessary administrative action be taken to authorize a refund to the following lienholder.

| Block | Lot | Lien # | Name/Address | Lien Amount | Interest | Premium | Total Refund |
|-------|-------|----------|---|-------------|-------------|---------|--------------|
| 22 | 16.06 | 21-00001 | Tax Lien Fund, LP P.O. Box 132 San Francisco CA 94104 | \$5,370.98 | \$ 1,198.45 | \$0.00 | \$6,569.43 |

BE IT RESOLVED, By a majority of the members of the Township Committee of the Township of Liberty, County of Warren, State of New Jersey that the refund on the above list shall be returned to the parties designated.

Vote: aye - Spangenberg
aye - Rogers
aye - Karcher
aye - Grover
aye - Inscho

John Inscho,
Mayor

A motion by Dan Grover to adopt the following Resolution carried.

RESOLUTION #2023.068
ISSUANCE OF 2022-2023 LIQUOR LICENSE

BE IT RESOLVED, By the Township Committee of the Township of Liberty, County of Warren and State of New Jersey, that the following license has made application for the renewal of Plenary Retail Consumption License and having complied with all the terms of the Liberty Township Municipal Code, Chapter 39, Alcoholic Beverages be renewed for the term of one year from the first day of July 2023, to midnight, 30 June 2024;

Villa Venice

Bidjev Enterprises Inc
489 Route 46
Great Meadows, New Jersey 07838
License # 2114.33.006.005
Fee: \$871.93

Vote: aye - Spangenberg
aye - Grover
aye - Rogers
aye - Karcher
aye - Inscho

John Inscho,
Mayor

PAYMENT OF BILLS

A motion by Dan Grover to adopt the following Resolution carried.

RESOLUTION #2023.069
PAYMENT OF BILLS

RESOLVED, That the Township Committee of the Township of Liberty, does hereby authorize the Finance Department to pay all vouchers when properly endorsed and approved by at least 3/5 majority of the Township Committee in the amount of \$1,080,502.79.

Vote: aye - Rogers
aye - Karcher
aye - Grover
aye - Spangenberg
aye - Inscho

John Inscho,
Mayor

PUBLIC COMMENT was opened at 7:35 pm.

Amy Peters – Ms Peters asked to speak with the DPW Supervisor regarding water runoff from Wood Road and directing into a drain on a neighboring private property. She also advised Attorney Wenner of a new NJ State Ruling Bulletin NJ2023006 regarding underwriting – in Rem Tax Foreclosures.

Meg Strator – Ms. Strator requested the use of the Grove for her nephew’s weeding Saturday, 5 August 2023. Permission was granted by the Governing Body

ADJOURNMENT

There being no further business, a motion by Mayor Inscho to adjourn the meeting carried.

Meeting adjourned at 7:41p.m.

Diane M Pflugfelder RMC/MMC
Municipal Clerk/Administrator
Minutes Approved 7 September 2023
